



# Town Meeting on Capital Projects

September 2, 2015



# Agenda

- Call of the meeting
- Selection of Moderator
- Description of Meeting Procedures
- Presentation on Proposed Capital Projects
- Impact of Capital Projects on the Town Budget
- Motions on each project, with discussion, questions/answers, then voting

# Capital Project Recommendations

■ Roads & Drainage		\$ 9.1 m
■ Town Hall Project		\$ 5.13m
□ \$745k accrued in THP account		
□ \$4,385,000 to be bonded		
■ Bridge Street School		\$ 8.4 m
■ Total expenditure	=	\$22.63 m
■ Total bonding	=	\$21.885m



# Approvals

- Zoning & Planning – August 17th
- Board of Selectmen – August 19th
- Board of Finance – August 24th
- Town Meeting – September 2nd
- Referendum – tentative date October 8<sup>th</sup>

# Roads & Drainage





# Roads and Drainage

- Town road survey completed 2009 and initial bond funded road projects
  - Pavement Management Study - 74 miles evaluated
    - Pavement Condition Index (PCI) = 75
      - 11.4 miles rated poor (PCI = 35-55), cost to rebuild = \$ 5,200,000
      - 17.5 miles rated deficient (PCI = 56-72), cost to refurbish = \$ 7,400,000
    - Recommended yearly funding to maintain road condition = \$ 950,000
  - Initial Bond Funded Projects (2012-2015) – Five projects will have reconstructed 15 miles of poor and deficient roads using initial bond funding of \$7 million
  - With the passage of time from the original survey, road conditions have deteriorated to reduce PCI values adding poor and deficient roads
  - Updated road survey to be completed this Fall to indicate current PCI values

# Roads and Drainage

- A second stage of road bonds will continue funding for maintenance catch up
  - Rebuild 17 miles of roads (\$9 m) including all poor and deficient roads
  - Work to be done on part or all of 40 or more roads over a 3-4 year period
  - Result will be a greater amount of good/excellent roads (PCI 86-100) in the Town system improving comfort and safety and requiring far less maintenance expenditures.
- Any modifications or additions will be recommended to the Board of Selectmen by the Town Engineer

# Town Hall Renovations and Addition







# Town Hall Renovations

- No substantial renovation of primary structure since 1962.
- Replace antiquated (50+ year old) Heating, Ventilation, and Air Conditioning system
  - Systems have failed several times
  - Parts are difficult to find
- Upgrade electrical and plumbing systems
- Remove / replace non ADA bathrooms on ground floor
- Fix ADA and building code issues
- Ensure adequate number of emergency exits
- Provide better fire protection for numerous records
- Remove asbestos floor tile and pipe insulation
- Improve office layout for public access



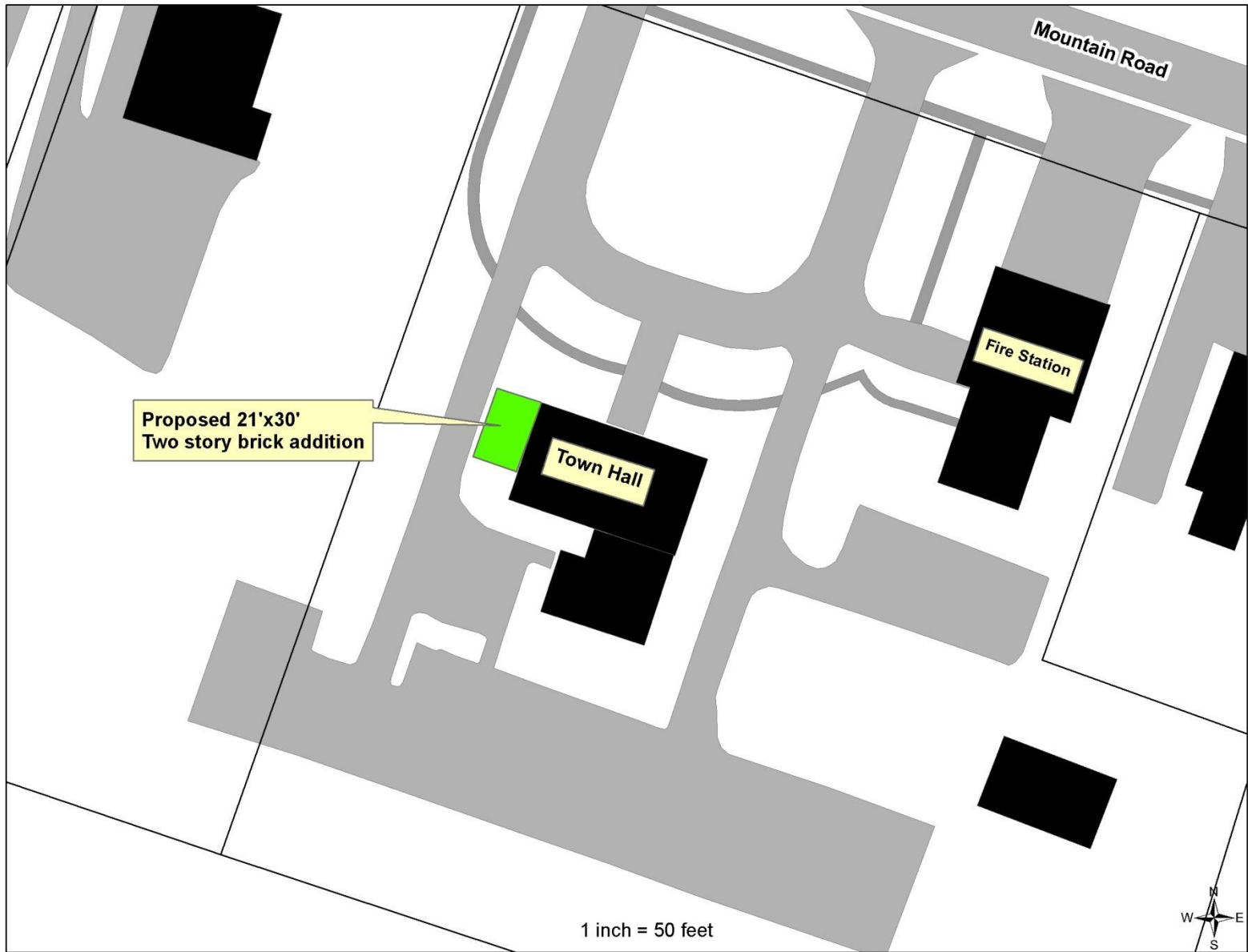






# Town Hall Addition

- New two-story 1,260 s.f. addition on the west side of the building
- Town Clerk's vault needs to double in size and have security and sprinklers for record storage
- IT area relocated to the addition for better office layout and improve accessibility issues and reduce code issues
- Provide additional storage for departments
- Will not impact current traffic circulation
- Would be designed to complement the existing building







# Town Hall Financials

- \$4,730,000 Construction  
    400,000 Contingency  
    \$5,130,000
- Estimate for Renovation and Addition Prepared by Gilbane

# Bridge Street Community Center





# Bridge Street School Building



# Building Plan Summary

- Current building is 15,000 sq. ft.
- Proposed addition of 8,000 sq. ft. for gym, lockers and lobby
- **Total building square footage is 23,180**
  
- *The building would include:*
  - Full size gym
  - Teen Center
  - Prep Kitchen for events and classes
  - 6 multipurpose rooms of various sizes for activities
  - Office space for P&R and Youth Service
  - Space for Friends of Library
  - Playground
  - Field space



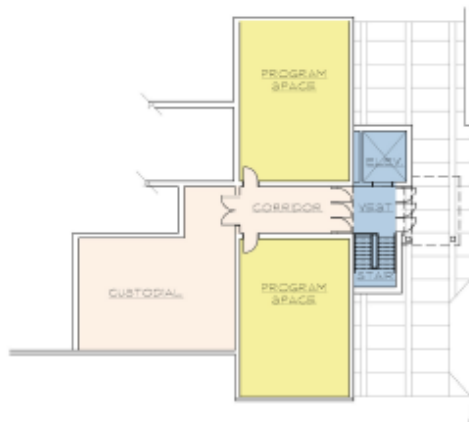
# Floor Plan

## Bridge Street School/ Community Center Study

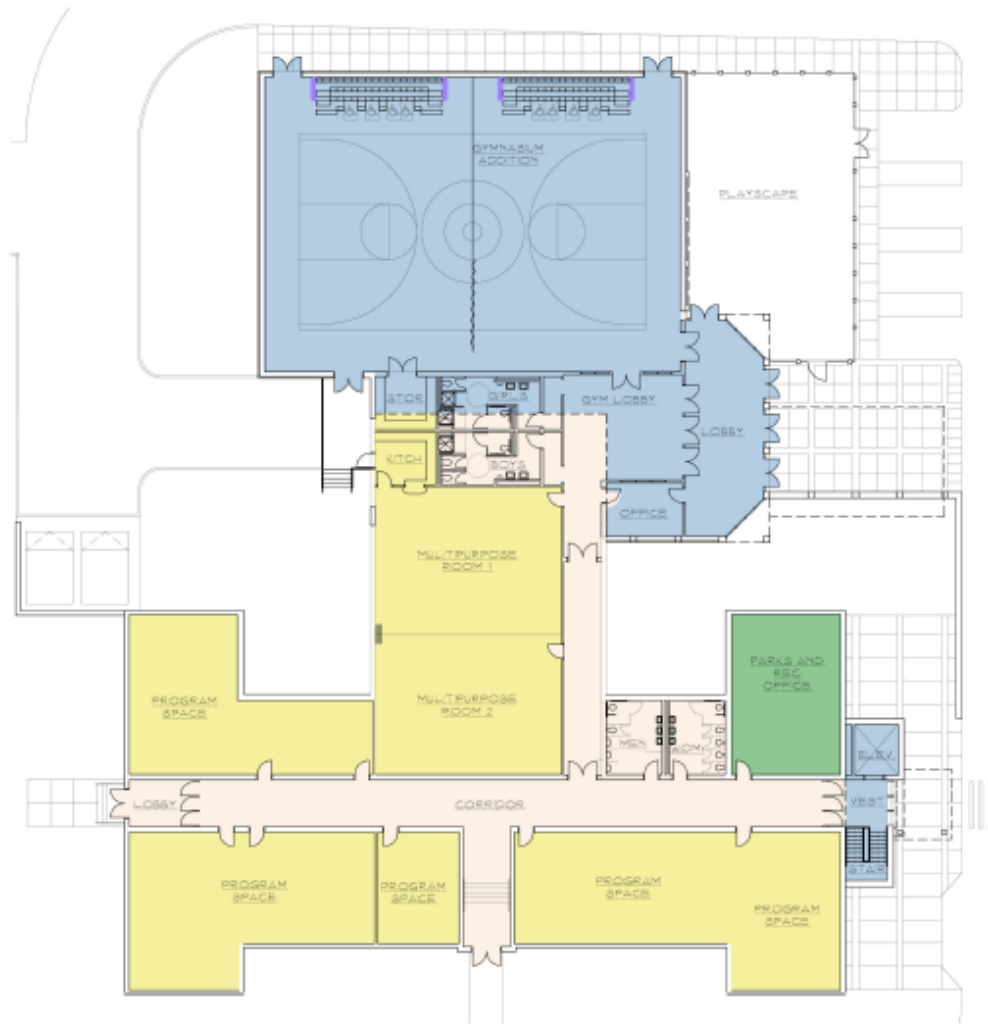
90 Bridge Street

Property Acres: 3.43  
Existing Square Footage: 14,970  
Proposed Square Footage: 23,180

CIRCULATION AND CORE	4,900 sq. ft.
PROGRAM SPACE	9,280 sq. ft.
PARKS AND RECREATION	800 sq. ft.
ADDITION - GYMNASIUM	8,200 sq. ft.
LOWER LEVEL	3,215 sq. ft.
MAIN LEVEL	20,055 sq. ft.
TOTAL BUILDING NET	23,180 sq. ft.



LOWER LEVEL FLOOR PLAN



MAIN LEVEL FLOOR PLAN



# Conceptual Rendering



# Conceptual Rendering



# Site Plan



# Construction Estimate

Item	Estimate
Bonds, Insurance & Permit Costs	\$96,709
Site Work and Demolition	\$1,008,250
Foundation	\$146,050
Masonry Walls and Repointing	\$320,620
Metal Stairs, Structural Steel, Entry	\$355,950
Finish Carpentry	\$106,375
Roof, Gutters, Insulation	\$437,200
Doors and Windows	\$707,400
Ceiling, Flooring and Painting	\$913,908
Bathroom fittings, Bleachers, gym curtain	\$185,350
Elevator	\$150,000
HVAC, Sprinkler system	\$1,286,815
Electrical	\$829,355
Subtotal	\$6,543,982
6% General Conditions	\$392,639
20% Overhead, Design and Const. Contingency	\$1,413,500
<b>TOTAL</b>	<b>\$8,350,121</b>





# Staffing

- Proposed Hours:
  - Monday – Saturday, 8 am to 9 pm and Sundays from 12 pm to 6 pm
- Building would be supervised by P&R
- Daily operations overseen by P & R Director
- Contracted monitors would be hired for evening and weekend supervision
- Part-time Teen Supervisor to coordinate and oversee activities

# Staffing

Position	Weekly Hours	Rate	Total Yearly Expense
Monitors	47.5	\$15/hour	\$37,050
Teen Supervisor	19.5	\$18/hour	\$18,252
Full-time Administrative Assistant (reinstate position)	35	\$22/hour + 7.65% benefits <sup>5</sup>	\$28,340 \$3,063
Total Additional Annual Expense:			\$86,705

Reference business plan for details. Full-time admin. total takes into account current part-time salary

- These additional staffing costs may be offset through program revenues.
- Any additional staffing would be addressed during the annual budget process.



# P&R Programming

- New program concepts include:
  - Pee Wee Sports Programs for 3 +
  - More adult wellness and hobby classes during daytime
  - Teen Center
  - Homework Help
  - Open Gym
  - Expanded camp offerings
  - Summer Camps: Sports, Theater, Day camp, etc.
  - Party rental space
  - Available space for local non-profits, organizations or residents looking for a central space

# Estimated Annual Operating Expenses of Building

Item	Estimate
Electricity	\$15,000
Natural Gas	\$13,000
Telephone	\$4,000
Cable/Wifi	\$2,000
Repairs & Maintenance	\$5,000
Water & Sewer	\$3,000
Building Maintenance / Cleaning	\$10,000
Plowing	\$8,000
Dumpster	\$1,500
Contingency	\$5,000
Total	<b>\$66,500</b>

Estimates provided by DPW, based on operation costs of Senior Center

# Program Revenues (Assumed)

Category	Gross Revenue	Expenses	Net Revenue
Sports Camps	\$4,200	\$1,530	\$2,670
Summer Camps	\$41,120	\$15,441	\$25,679
Special Needs Programming	\$2,960	\$1,140	\$1,820
Preschool	\$25,060	\$5,710	\$19,350
Youth	\$55,080	\$15,480	\$39,600
Adult	\$48,425	\$12,510	\$35,915
Family / Special	\$3,600	\$900	\$2,700
Other: Rentals & Vending	\$14,250	\$3,600	\$10,650
<b>TOTAL:</b>			<b>\$138,384</b>
10% Program Cancellation factor			\$13,838
<b>Net Total</b>			<b>\$124,546</b>





# P&R Programming Performance

## ■ 2013

- 213 Programs Scheduled
- 165 Programs Held
- 48 Cancelled
- 22% Cancellation Rate
- 2900 People Served

## ■ 2014

- 185 Programs Scheduled
- 137 Programs Held
- 48 Cancelled
- 26% Cancellation Rate
- 2700 People Served

# Current P&R Operating Costs

Parks & Recreation Budget FY 15-16							
Expenditures				Revenue			
Operating		\$ 244,642.00		Operating		\$	-
Aquatics		\$ 17,842.00		Aquatics		\$	1,280.00
		\$ 262,484.00				\$	1,280.00
Sunrise Day Camp		\$ 23,863.00		Sunrise Day Camp		\$	27,440.00
Kid's Korner Camp		\$ 13,146.00		Kid's Korner Camp		\$	13,300.00
Activities		\$ 75,000.00		Activities		\$	80,000.00
	Total	\$ 374,493.00			Total	\$	122,020.00

# Why Recommend Capital Projects Now?

- Low interest rates
- Town's Debt service is low at 4.81 % of budget for 2015-16
  - Under recommended levels of 8 -10 %
  - This implies to rating agencies that infrastructure is being neglected
- Enable major maintenance projects to be completed
  - Pay for projects over their lifetime
  - Avoid paying for projects in single fiscal year
- Delayed maintenance increases renovation costs
- Balance annual capital expenditure with long term costs (bonding)
- Board of Selectmen and Board of Finance have modeled various scenarios to understand the impact this would have on the Town budget and taxes.
- Debt is coming off the books for the School Projects at end of FY 2021



# Fiscal Impact

- If all three projects are approved, the total spending to be authorized is \$22.63m, with \$21.885m in bonding, with a total estimated cost inclusive of interest over a 15 year period at \$29.29m



# Debt Service Analysis – 15 yrs (Estimated)

				% of Bonding Package
	Principal	Interest	Total	
Roads	9,100,000	3,081,000	12,181,000	42%
Town Hall	4,385,000	1,480,100	5,865,100	20%
Bridge SS	8,400,000	2,844,000	11,244,000	38%
TOTALS	21,885,000	7,405,100	29,290,100	



# Fiscal Management

- Boards of Selectmen and Finance have a goal each year of 11% of the budget (approx. \$6m) going to a combination of debt service (bond payments) and capital projects.
- Board of Selectmen and Board of Finance would manage the impact of the bond-funded projects.
- There are multiple ways to service the debt.
- Would need to balance with other capital and operational needs.



# What happens if some of the capital projects do not pass?

- Instead of paying for them over fifteen years, we will have to pay for them as part of the yearly budget process, or bond in the future
- With cost increases over time, these projects would likely cost more in the future.



# Potential Future Fiscal Issues

- Uncertainty of future State Budgets and aid to the Town and School System
- Unforeseen major capital items (i.e. Boston Neck Bridge) or emergencies (Halloween snow storm)
- Impact on annual capital program (less flexibility if higher percentage going to bonding projects)



# Motion, Discussion, Vote

- Roads and Drainage





# Motion, Discussion, Vote

- Town Hall Renovation and Addition



# Motion, Discussion, Vote

- Bridge Street Community Center